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**MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER**

August 8, 2023, 4:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex

1. CALL TO ORDER

Present: Commissioner Tessie M. Guillermo, Chair
Commissioner Edward A. Chow, MD, Member
Commissioner Laurie Green, Member

Staff Present: Naveena Bobba, MD, and Lucia angel

The meeting was called to order at 4:03pm. Commissioners Guillermo stated that surveyors arrived at LHH the morning of the meeting. LHH leaders and staff were devoted to necessary regulatory work during the time of the meeting. Due this situation, the following items were removed from the agenda: Item 4, "LHH Executive Team Report;" item 5, "Hiring and Vacancy Report;" and item 6, "Regulatory Affairs Report." She also noted that in closed session the Medical Quality Improvement would also be removed. Mr. Morewitz stated that anyone who had planned on making verbal comments regarding the items which were removed, could make those comments during "General Public Comment," item. He added that individuals will still have 3 minutes to make comment during "General Public Comment."

2. APPROVAL OF MINUTES FOR MEETING OF July 11, 2023

Public Comment:

Patrick Monette-Shaw made verbal comments and submitted the following summary:

The 7/11/2023 meeting minutes report my concerns about the Moss Adams "Hoshin Kanri" \$10 million contract, which wasn't presented to this LHH-JCC [Agenda Item 3, Public Comment]. The Commission's Finance and Planning Committee approved 4/4/2023 amending a Moss Adams contract, including LHH's \$4,137,632 portion. But \$3.3 million in expenses weren't apportioned to named projects; LHH's portion could be higher. The amendment's "Service Description" said the contract would "[remediate] all Plans of Correction, including [all] RCA's [Root Cause Analysis] reports and Action Plan ["milestones"]. That's

duplicative to HSAG's contract. Why does LHH need two consulting firms to develop documents that were to be prepared by LHH's QIE, HSAG? So, five LHH-JCC meetings later the LHH-JCC hasn't been briefed on this contract at your 4/11/2023, 5/9/2023, 6/13/2023, 7/11/23, and now 8/8/2023 meetings. There's been no opportunity for members of the public, or members of this JCC, to learn about this contract.

Action Taken: The LHH JCC unanimously approved the July 11, 2023 meeting minutes.

3. GENERAL PUBLIC COMMENT:

Patrick Monette-Shaw made verbal comments and submitted the following summary:

Page 3 of Pickens' "Executive Team Report" changes the planned goal of submitting LHH's recertification application from a generic "in the summer" to now "the end of the summer." Why aren't SFDPH and LHH supplying the LHH-JCC with a more precise date on when the application(s) will be submitted, and why has it slipped to being "the end of the summer"? At the full 8/1/2023 Commission meeting, Pickens claimed the application would be submitted by September 1 before potential resumption of patient evictions on September 19. Under full transparency, this JCC should release publicly the CDPH closure plan with its planned "State-led response team, and State-hired management team installed at LHH" that was to be submitted by July 31. The QIE's "Monthly Monitoring Report #6" dated July 10, 2023 stated, "Root Cause Analysis" Reports #5 and #6 were submitted to CMS. Those two "RCA" reports should be released immediately!

Teresa Palmer made verbal comments and submitted the following summary:

Regarding Sept 19, 2023 LHH closure and evictions: EVICTION plan mandated by CMS (Federal) was due from the State of Calif. July 31. Where does the state plan to send 500 residents? Where is the closure plan and what is in it? If the hoped for Sept 1 date to apply for recertification is achieved, when will admissions restart? If indeed the application is submitted, will this result in a LIFESAVING delay of the Sept 19 eviction and closure procedures? Is there ANY plan to jettison either SNF care or NF care beds at Laguna Honda? Is there a plan to use LHH beds for non SNF/NF purposes? When will Laguna Honda/SFDPH apply to CDPH/CMS for a waiver of the 120 bed cut (based on ratio of bedrooms to shared bathroom)? These beds are all badly needed by the people of San Francisco, and the architecture is modern and safe.

Carol Bettencourt submitted the following written public comment:

I remain concerned that there may not be sufficient time left for LHH to obtain recertification before the September 19, 2023, deadline for resuming involuntary transfers. I am also concerned that we have been given no information about: the closure plan the State was required to submit in July: or when admissions to LHH might resume: or when LHH will apply for a waiver of the 120 bed cut. These are all critical issues that must be addressed and communicated to concerned San Francisco residents like myself.

7. LAGUNA HONDA HOSPITAL POLICIES

Lucia Angel, LHH Chief of Staff, presented the item.

Public Comment:

Teresa Palmer made verbal comments and submitted the following summary:

We disagree with this policy. We believe that SF Residents who have ended up out of county and SF Residents in non medical facilities, where-ever they are, who need and qualify for care at Laguna Honda should have priority over people who are being safely cared for at our County Hospital (ZSFG). Certainly Laguna Honda residents who have been evicted to out of county medical and nursing facilities should have priority to return.

The right of San Francisco residents to be cared for safely in their own community should not be secondary to the “flow” at San Francisco General Hospital. SFPDH needs to work assertively with other medical and long term care providers to increase long term care capacity in-county so we are not pitting one community in need against another.

Susan Flanders, former nurse and member of the Harkey Milk Democratic Club, stated that the club has taken on LHH as a significant issue because the hospital is a LGBTQ issue, evidenced by the fact that friends, family, and community have received care at LHH. She stated that LHH will likely not give up the ZSFG Flow policy. There has not been appropriate staff training to care for patients with behavioral health and substance use issues. She demands that this training take place. Drug addicted people and patients with mental health issues deserve care with boundaries and proper rights.

Carol Bettencourt submitted the following written public comment:

The LHH JCC will review and consider for recommendation to the Health Commission the LHH policies listed below, including new policies, changes to policies, and removal of policies. These policies will be recommended for approval by the Health Commission on the Consent Calendar. Copies of the proposed policy changes, along with a summary of the changes, will be available on the website for the JCC meeting with this agenda. Existing policies are shown in redline format, highlighting changes, and the recommendation for approval constitutes a recommendation to adopt a clean version that only has the final text and does not include any redlining. Recommendation for Health Commission approval is requested.

Vivian Imperiale, submitted the following written comment:

For years the county has routinely placed San Francisco residents far away in other counties. They are isolated and essentially abandoned with little contact from San Francisco city employees. San Francisco residents deserve far better than being relegated to Priority #4 for admission to LHH. The city had the poor judgment to send them away; the city needs to rectify that by moving them to LHH beds back in their own city where friends and family can visit.

Commissioner Comments:

Commissioner Green noted that some populations have been excluded from the current draft of the Admissions policy, such as those whose primary diagnosis is a psychiatric related issue. Dr. Naveena Bobba, DPH Deputy Director of Health, stated that LHH staff attempted to address comments by the public and Commissioners in their revision of the policy.

Commissioner Chow stated that he understands the current survey interrupted the ability for LHH staff to respond to the LHH JCC member’s questions and comments. He stated that he would be comfortable moving forward with a recommendation for approval of the policies if the JCC members’ questions and comments were appropriately addressed prior to the Health Commission consideration of approval. He noted that the Commissioners could pull any specific policy off the Consent Calendar for further discussion if any concerns remain before the final approval process.

Commissioner Guillermo stated that she appreciates the revision work on the Admission policy and hopes to revisit it after several months of implementation.

Action Taken: The LHH JCC recommended that the full Health Commission approve the following, with the understanding that LHH JCC members’ questions and comments will be addressed prior to the full Health Commission approval.

August 2023

<u>Item</u>	<u>Scope</u>	<u>Policy No.</u>	<u>Policy Title</u>
1	Facility-wide	20-01	Admission to Laguna Honda Acute and SNF Services and Relocation between Laguna Honda SNF Units
2	Facility-wide	20-14	Leave of Absence and Bed Hold
3	Facility-wide	01-04	Committees - Mandated
4	Facility-wide	01-11	Standard Formatting Template for Policies and Procedures
5	Facility-wide	01-13	Fraud, Waste and Abuse
6	Facility-wide	20-06	Out on Pass
7	Facility-wide	22-07-A01	Restraint Free Environment
8	Facility-wide	22-01_A02	Physical Restraints - Acute units
9	Facility-wide	22-13	Bed Rail Use
10	Facility-wide	23-01	Resident Care Plan (RCP), Resident Care Team (RCT) & Resident Care Conference (RCC)
11	Facility-wide	25-07	Antimicrobial Stewardship Program
12	Facility-wide	25-10	Use of Psychotropic Medications
13	Facility-wide	27-04	Special Respiratory Therapy Equipment
14	Facility-wide	55-01	Payor Eligibility, Certification and Coverage
15	Facility-wide	70-01 A2	Emergency Preparedness
16	Facility-wide	70-01 C4	Medical Surge Plan
17	Facility-wide	70-01 C6	Pandemic Respiratory Illness Plan
18	Facility-wide	73-08	Hearing Conservation Program
19	Facility-wide	73-09	Respiratory Protection Program (RPP)
20	Facility-wide	75-01	75-01 LHH 2022-2023 Security Management Plan_101320
21	Facility-wide	75-02	Public Access and Night Security
22	Facility-wide	75-03	Disorderly or Disruptive Visitors
23	Facility-wide	75-04	Stat Calls for Sheriff's Assistance
24	Facility-wide	75-06	Dr. Grey Code
25	Facility-wide	75-07	Theft and Lost Property
26	Facility-wide	75-09	Reporting Vehicular Accidents
27	Facility-wide	75-10	Security Services Standards Operating Procedures
28	Facility-wide	75-10	Appendix A: Threats and Violence in the Workplace: Prevention and Management Guidelines
29	Facility-wide	75-10	Appendix B: Reporting Details for Threats or Acts of Violence
30	Facility-wide	75-10	Appendix C Threat Management Incident Flow Chart
31	Facility-wide	75-10	Appendix D: Threat Management Assessment Grid
32	Facility-wide	75-10	Appendix F: Patrol Procedures
33	Facility-wide	75-10	Appendix G: Security Incident Report Writing and Investigation
34	Facility-wide	75-10	Appendix H: Visitors Screening Process
35	Facility-wide	75-10	Appendix I: Arrest Procedure
36	Facility-wide	75-10	Appendix J: Laguna Honda Hospital and Rehabilitation Center Security Training Program
37	Facility-wide	75-10	Appendix K: Enforcement of the Smoking Policy
38	Facility-wide	75-10	Appendix L: Response to Internal and External Emergency Disasters
39	Facility-wide	75-10	Appendix M: Security Service Department Job Descriptions
40	Facility-wide	75-10	Appendix N: Identification of Employee, Patients/Residents and Volunteers
41	Facility-wide	75-10	Appendix O: Personal Safety and Cash Escorts
42	Facility-wide	75-10	Appendix P: Security Operations Center
43	Facility-wide	75-10	Appendix Q: Security Response Call Procedures
44	Facility-wide	75-10	Appendix R: Significant Security Event Notification
45	Facility-wide	75-10	Appendix S: Victims of Violent Crime Protection Plan
46	Facility-wide	75-11	Public Access and Defined Restricted Areas
47	Facility-wide	75-12	Firearms, Dangerous Weapons and Contraband Policy
48	Facility-wide	75-14	Safety Support for LHH Patient/Resident
49	Facility-wide	75-13	Inpatient Patients in Custody
50	Outpatient Clinic	C3	Cleaning of Medical Instruments Prior to Disinfection or Sterilization
51	Outpatient Clinic	C4	High-Level Chemical Disinfection
52	Outpatient Clinic	C5	Flexible Nasopharyngeal Laryngoscope
53	FNS	1.01	Food and Nutrition Services (FNS) Scope of Services
54	Nursing	A 2.0 Att. 2	BRN Standards

LHH Joint Conference Committee

August 8, 2023

Page 4 of 5

55	Nursing	D2 3.0 Att. 1a	Skills Checklist for Portable Tub/Shower Trolley
56	Nursing	E 5.0 and Apx. 1	Enteral Tube Feeding Management
57	Nursing	G 7.0	Obtaining, Recording and Evaluating Weights
58	Nursing	J 8.0	Blood Product Administration
59	Nursing	M 15.0 Att. 1	Portable Bed Alarm Skills Checklist
60	Nursing	NA	Nursing Educational Programs
61	Nursing	J 2.5	Monitoring Behavior and the Effects of Psychotropic Medications
62	Pharmacy	06.01.01	Psychotropic Medication
63	Medical Services	D01-05	Psychotropic Medication Management

8. CLOSED SESSION

- a. Public comments on all matters pertaining to the Closed Session. (San Francisco Administrative Code Section 67.15).
- b. Vote on whether to hold a Closed Session. (Action Item)
- c. Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5, 1157.6, and 1157.7; Health and Safety Code Section 1461; San Francisco Administrative Code Sections 67.5, 67.8, 67.8-1, and 67.10; and California Constitution, Article I, Section 1.

**CONSIDERATION OF MEDICAL STAFF
CREDENTIALING MATTERS**

**CONSIDERATION OF PERFORMANCE IMPROVEMENT AND
PATIENT SAFETY REPORTS AND PEER REVIEWS**

**QUALITY IMPROVEMENT MEDICARE RECERTIFICATION
UPDATE AND QUALITY IMPROVEMENT CLOSURE PLAN UPDATE**

RECONVENE IN OPEN SESSION

- i. Discussion and Vote to elect whether to disclose any portion of the closed session discussion that is not confidential under Federal or State law, The Charter, or Non- Waivable Privilege (San Francisco Administrative Code Section 67.12(a).) (Action item)
- ii. Possible report on action taken in closed session (Government Code Sections 54957.1(a) and 54957.7(b) and San Francisco Administrative Code Section 67.12(b).

9. POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

Action Taken: The LHH JCC unanimously voted to not disclose discussions held in closed session.

10. ADJOURNMENT

The meeting was adjourned at 5:01pm.